

**CITY OF UNION
Business Meeting
March 5, 2018**

Regular Business

The meeting was called to order at 7:00 PM on March 5, 2018 by Mayor Larry Solomon.

Pledge of Allegiance

Mayor Solomon led all attendees in the pledge to the flag.

Roll Call

A quorum was present: Mayor Larry Solomon, Commissioner Bryan Miller, Commissioner Jeremy Ramage, Commissioner John Mefford and Commissioner Eric Dulaney.

Also present:

City Attorney-Greg Voss, Esq.

City Administrator-David Plummer

City Communications and Operations Director-Melissa Stark Hinkle

City Clerk Donna Wahoff

Approval of Minutes

Commissioner Miller moved to approve the February 5 business meeting. Commissioner Mefford seconded that motion. **Motion approved 4-0.**

Financial Reports

The Commission reviewed the Budget/Spend Comparison report from through February 28, 2018; and also reviewed bills for payment through February 28. Commissioner Mefford inquired about the Snow and Ice removal fund being over budget, and if the city was using Kentucky Road Aid funding to cover the differences, and he was informed by city staff that those transfers were already taking place to cover the overages. Commissioner Miller moved to approve the City's monthly financial statement in total. Commissioner Mefford seconded. **Motion approved 4-0.**

Special Presentation-Gray Middle School Project Based Learning

Commissioner Mefford introduced special guests from Gray Middle School, who are participating in a Project-Based Learning (PBL) program at the school, to design and propose a potential city flag.

Five teams of students from Gray Middle School, under the direction of instructors JoBeth Shaffer and Heather Tombragel, presented five potential flag designs to the commission for their review and consideration. Several members of the commission asked various questions regarding the color and design choices of the various flags, which were presented by a power point presentation. Each flag was displayed, along with a slide explaining the reasoning and symbolism behind each design. Information was also presented regarding a survey of more than 100 Union residents, who provided input and suggestions regarding colors, images and

designs of potential city flags. Mayor Solomon thanked the group for attending and making the presentation, and the commission will take the matter under advisement for future action.

Public Comment

Anne McBride of McBride, Dale and Clarion came forward to review ordinances in the legislative section, in regards to requested zoning changes. She reviewed Ordinance 2018-03, regarding an Arlinghaus-owned property to the East of the new Kroger Fuel Center. This property is being developed into a two-location retail space for a restaurant and another business to be determined. This proposal received recommendation from the Boone County Planning Commission for approval.

She also reviewed Ordinance 2018-04, regarding zoning changes to the Kroger out lots, not including the approved Central Bank location. These requests are in regard to exterior finishes, with a reduction in the amount of brick work required and with parking spot requirements. McBride said that both parties involved had agreed to the exterior finishes requests, and had worked toward agreement on the parking spot requirements, but had not reached compromise. Mayor Solomon asked her to clarify the remarks, and she stated that the Boone County Public Commission (BCPC) were still requiring more restrictive parking spot requirements than her potential clients were comfortable with, and that those requirements may influence them not to locate in Union. She presented information regarding similar properties in other upscale communities, including West Chester, Blue Ash and Liberty Township for comparison purposes.

Mayor Solomon stated that it was his understanding that Kroger and the BCPC came to a written compromise pertaining to parking spot requirements. Ms. McBride said they did, but her potential clients were not comfortable with that agreement. Attorney Voss advised that if the city wanted to change the written compromise between Kroger and BCPC, the city must act on the recommendations of the Planning Commission by April 3. Mayor Solomon then said the city staff will research the issue and he would call a special meeting *if* the research indicated that one is necessary. Commissioner Ramage then asked that this Ordinance be tabled to allow for more time to research the issue and be considered at a later date.

Joe Grimoldi of 1958 Grafton Court asked who would have the final say regarding the decision to allow/disallow the change to parking requirements. Attorney Voss informed that the City has final say in all matters regarding zoning in the city limits.

Mayoral Report

Kroger

Now that the holiday season is over, city staff had not received any complaints about idling trucks behind the new Kroger, and no other complaints have been coming into the city offices pertaining to Kroger. He also said that the grand opening of Kitchen 1883 is planned for April 10.

He confirmed that Central Bank has received approval to proceed with construction of a new location on one of the Kroger out lots, and that all other construction/businesses on the out lots are just rumors with no other confirmed tenants at this time.

He also updated that the Wall Street Journal will be running a story regarding Kroger and that story may mention the new ClickList only store that will be opening in the old Kroger building. Once that story has run, then there may be a larger announcement from Kroger regarding their plans for the site.

Mt. Zion Road Update

Solomon read an update on the Mt. Zion Construction from the Kentucky Transportation Cabinet. Lane closures on US 42 will continue intermittently during non-peak hours between Mt. Zion Road and Frogtown Road. The entrance to Highland Drive from Mt. Zion Road is closed. Motorists should follow signed detour on Tiburon Drive.

Bourbon Tourism

Solomon had no update on the Bourbon Tourism plan, also known as B-Line that is currently underway in Northern Kentucky. He will continue to work with Julie Kirkpatrick of the Northern Kentucky CVB, who is spearheading the project to continue to promote Union as part of the tourism program.

Sprucing Up The City Building

Solomon and Administrator Plummer presented a proposal to improve the appearance of the city building. The purpose of this initiative is two-fold...1) the city now has a professional of four professionals (CAO, Director of Communications/Operations, Clerk, and Assistant) working there almost everyday. We need to utilize the small space we have (a building built for a one-clerk operation) to accommodate a now larger staff. 2) the building needs a more professional look to reflect this new professional staff onboard. Solomon noted that the existing carpeting had not been replaced since 1992.

The first phase of sprucing up the city building is to replace carpeting and tile the lobby floor. The best quote came from Complete Structural Partners for \$8,231. While not the lowest quote, it was the quote recommended by Plummer, because it allowed for a quicker turnaround and would not require moving of furniture by city staff. Solomon and Plummer recommended this for approval, as it would involve the least disruption to office operations.

Commissioner Ramage asked if this was the best course of action long-term, and would this meet the city's needs, or should other options be considered. Solomon replied by saying that it would take at least four-to-five years to build a new city/community center, so we all will be in this building for another term. Commissioner Miller noted that funds for this project will come from the line items no longer needed for the maintenance and loan payments for the Community Building as the building has sold. Commissioner Mefford moved to approve hiring Complete Structural Partners for this project. Commissioner Miller seconded.

Motion passed 4-0.

Economic Development

Commissioner Ramage shared a presentation from a firm regarding planning services that was presented at the last EDC meeting. He emphasized that the city must move to the next step in planning and consider other proposals for planning services and consider presenting a Request for Quote (RFQ) for those services. He recommends the city consider doing this RFQ in a planned stage, so the city can proceed with measurable actions and move methodically to next steps once benchmarks are achieved from previous stages. He also feels this may fit better within city budget and staffing constraints, and provide consistency, irrespective of commission membership. Mayor Solomon said that we have Mt. Zion Road project being built and the new Kroger in place; the city's leading initiative is now to convert the old town plan into a new town...and, we are currently working hard on this issue.

Public Works

Commissioner Dulaney advised that the snow and ice removal contract will expire at the end of March and that the mowing and landscaping contract will expire at the end of November, and both will be ready for bid proposals this year. The annual street review project is underway with City Engineer Burke conducting a street-by-street survey of all city streets to evaluate their condition and make recommendations for upgrades and repairs. He reported that city staff has been receiving a number of complaints regarding pot holes, and those were being addressed on an as-needed basis by Ground Systems for repair. He also reported that the City had received payment from Drees Homes, Inc. for their share of the repair on Sweet Harmony.

City Administrator Plummer advised that the fence at Lassing Green had again been damaged, and a claim had been filed against the city insurance. The claim was approved and the city has received a check for \$210, for the repair costs minus the \$1,000 deductible.

City Engineer Burke updated on the street inventory, and that he had completed 17 streets as of the time of the meeting and hoped to be done with his inventory by Wednesday of the next week. He stated he has already been working on the preliminary bid documentation and hoped to bring that forward to the commission for approval and letting in May.

Office Administration Report/Communications Report

Annual Easter Egg Hunt

Director Hinkle updated the commission that the annual city Easter Egg Hunt will be on Saturday, March 31st. Due to the sale of the Union Community Building, this year's hunt will be held at Union Presbyterian Church, and thanked Rev. Lisa Stenner for working with the city to provide this location for city use. She reviewed the property layout, and a plan has been developed to hold the hunt either indoors or outdoors as the weather indicates. The bunny has been hired for the event, and a face painter and balloon artist have been contracted from the Cincinnati Circus company for entertainment at the event.

Hinkle also recommended the City not hold a 2018 Florence Freedom Night. Available dates do not appear to be as conducive to generating a crowd big enough to break even on the event. Citizens do not appear to be interested in attending this type of event, and summer schedules for families are not as flexible as to allow for

attendance to be high. Freedom is willing to offer a discount code for citizens who would like to purchase tickets on a particular night as an alternative to be pursued.

Raising Cemetery Sexton Contract Renewal

Hinkle also brought forth a request for a raise for Cemetery Sexton Eddie Johnson, whose contract will be up for renewal in the legislative items. She requested that a raise to \$250 per month for Sexton Johnson. She emphasized that he has served the City of Union as Sexton since 2002, and has done so admirably. This past year has been an especially busy one for Mr. Johnson, with nearly double the number of burials in Union Rice Cemetery over the last calendar year from the two previous.

In addition to an increased demand in both burial services and in pre-sale of burial plots, Mr. Johnson has also had to deal with the relocation of the cemetery signage and fencing, the construction of Mt. Zion through a portion of the cemetery, and with the relocation of the access to the cemetery. He has been instrumental in helping with several citizen complaints regarding issues at the cemetery grounds with both the construction, temporary easement, and other citizen issues that have arisen in the last year. Those issues will remain ongoing throughout the construction of Mt. Zion Road, and for several months after as we return the entrance of the cemetery to the pre-construction condition.

Mr. Johnson has been a faithful servant of the City of Union for 30 years, including work as a commissioner until 2001, and since then serving as Cemetery Sexton. His knowledge of the cemetery grounds and history of the City of Union are invaluable to the office. Commissioner Mefford moved to authorize this raise. Commissioner Ramage seconded. **Motion Passed, 4-0.**

City Administrator Report

Administrator Plummer reported on successful and productive training at the recent KLC Conference, which generated new contacts for the city and provided valuable economic development information. He also reported on training he and Director Hinkle attended regarding Community Development Block Grants (CDBG) on February 20.

Plummer also reported on the hiring process regarding a Maintenance Technician for the city, and recommended Mr. Mike Kerns, an individual with more than 20 years of construction and maintenance experience. Mr. Kerns is highly qualified, and willing to work with a non-standard work schedule that meets the city's current needs for staffing in this position.

City Attorney Report

Attorney Voss updated that he had spoken with Mr. Heblen of the Drees Homes, Inc. and that development of the property adjacent to St. Timothy's was back on schedule and may be presented to the Boone County Planning Commission as early as next month. The project had been delayed by the untimely passing of Mike Schoettelkotte, who had been the project supervisor for Drees.

Legislation: Ordinances/Municipal Orders/ Resolutions (prepared by Attorney Greg D. Voss)

Resolutions.

RESOLUTION NO. 2018-01--A RESOLUTION AUTHORIZING THE MAYOR FOR THE CITY OF UNION, KENTUCKY TO EXECUTE THE CONTRACT BETWEEN THE CITY OF UNION, KENTUCKY AND EVERETTE "JUNIOR" PARTIN, JR. Commissioner Mefford moved to approve, Dulaney Seconded. **Motion approved 4-0**

Municipal Orders

MUNICIPAL ORDER NO. 2018-02--A MUNICIPAL ORDER REAPPOINTING EDDIE JOHNSON AS SEXTON/CEMETERY MANAGER OF UNION RICE CEMETERY FOR THE CITY OF UNION, KENTUCKY. Commissioner Mefford moved to approve, Ramage Seconded. **Motion approved 4-0**

MUNICIPAL ORDER NO. 2018-03--A MUNICIPAL ORDER APPOINTING NOREENE MORGAN TO SERVE ON THE COMMUNICATIONS COMMITTEE ON BEHALF OF THE CITIZENS OF THE CITY OF UNION, KENTUCKY. Commissioner Ramage moved to approve, Mefford Seconded. **Motion approved 4-0**

MUNICIPAL ORDER NO. 2018-04--A MUNICIPAL ORDER APPOINTING CELESTE GRIMOLDI TO SERVE ON THE COMMUNICATIONS COMMITTEE ON BEHALF OF THE CITIZENS OF THE CITY OF UNION, KENTUCKY. Commissioner Dulaney moved to approve, Ramage Seconded. **Motion approved 4-0**

MUNICIPAL ORDER NO. 2018-05--A MUNICIPAL ORDER APPOINTING TRAVIS SCHRAFFENBERGER TO SERVE ON THE COMMUNICATIONS COMMITTEE ON BEHALF OF THE CITIZENS OF THE CITY OF UNION, KENTUCKY. Commissioner Dulaney moved to approve, Ramage Seconded. **Motion approved 4-0**

MUNICIPAL ORDER 2018-06-- A MUNICIPAL ORDER HIRING MIKE KERNS AS A PART-TIME MAINTENANCE TECHNICIAN FOR THE CITY OF UNION, KENTUCKY. Commissioner Dulaney moved to approve, Mefford Seconded. **Motion approved 4-0**

Ordinances

ORDINANCE NO. 2018-03--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVIN^g WITH CONDITIONS, A REQUEST OF ANCHOR RETAIL SOLUTIONS, LLC for ARLINGHAUS 1, LLC FOR A ZONING MAP AMENDMENT, SUCH ZONING MAP AMENDMENT TO THE BOONE COUNTY ZONING MAP BEING A ZONE CHANGE FROM RURAL SUBURBAN ESTATES/UNION TOWN OVERLAY (RSE/UTO) ZONE TO COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) FOR AN APPROXIMATE 1.71 ACRE SITE LOCATED ON THE EAST SIDE OF U.S. 42, ON THE SOUTHEAST CORNER OF THE INTERSECTION WITH FOWLERS LANE AND TO THE WEST OF THE PROPERTY AT 9075 U.S. 42 (KROGER FUEL CENTER), UNION, KENTUCKY First Reading

ORDINANCE NO. 2018-04--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY GRANTING THE REQUEST OF KROGER LIMITED PARTNERSHIP, BY AND THROUGH DON BARNETT FOR A CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN IN A COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) ZONE FOR A 7.853 ACRE SITE LOCATED ON THE SOUTH/EAST SIDE OF U.S. 42, AND TO THE IMMEDIATE SOUTH/WEST OF THE BOONE

COUNTY PUBLIC LIBRARY, SCHEBEN BRANCH, AT 8899 U.S. 42, UNION, KENTUCKY AND A 4.8589 ACRE SITE LOCATED ON THE EAST SIDE OF U.S 42 AND TO THE WEST OF THE KROGER MARKETPLACE PROPERTY AT 9001 U.S. 42, UNION, KENTUCKY. Item Tabled.

Resident Comment

Noreene Morgan updated the Commission on the possible closure of the entrance to Fowler’s Creek Subdivision off of Old Union Road. After consultation with Kevin Costello of the BCPC, Morgan advised that the matter would require a zoning change request, as it is required under current zoning for the subdivision to have two entrances/exits. This would require a cost of at least \$1,500, which the Fowler’s Creek HOA was not willing to pursue at this juncture. Morgan advised that this was likely a dead issue unless another alternative could be found.

Executive Session

Pursuant to KRS 61.810, a motion to adjourn into Executive Session to discuss the possible future acquisition of real property was made by Mayor Solomon at 9:06 p.m. Commissioner Dulaney seconded that motion.

Motion carried 4-0.

A motion to reconvene in the regular meeting was made by Commissioner Ramage at 9:18 p.m., Mefford seconded. **Motion carried 4-0.**

Announcements

The April meeting of the Commission will be on Monday, April 2, 2018 at 7 p.m. A special meeting to discuss tabled Ordinance No. 2018-04 will be announced.

Adjournment

Motion to adjourn was made by Commissioner Mefford, and seconded by Commissioner Ramage. **Motion carried 4-0.** Meeting adjourned at 9:19 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Donna Wahoff, City Clerk